Pacada Britania

Request for Competitive Sealed Proposal Fire Station 28

Pre-Submission Conference Agenda

January 4, 2012

10:00am

Municipal Plaza Conference Room C

114 W. Commerce

San Antonio, TX 78205 ■ Call to Order (Welcome)

- Introduction of Staff
- Discussion of Background & Project Scope
- Review of RFCSP & Processes
 - Schedule of Events
 - Deadline for submission of written questions: Thursday January 5, 2012 at 4:00pm
 - Responses due on (Tuesday) January 10, 2012 at 2:00pm
 - Anticipated date of short-listed firms is early February 2012
 - Anticipated Council Consideration Date: February 2012

Required Forms

- 011 Invitation for RFCSP
- Proposed Plan Narrative
- Subcontractor/Supplier Utilization Commitment Form
- Discretionary Contracts Disclosure Form (printed out)
- Signed Addenda Acknowledgement Form (if applicable)

Amendments to the RFCSP

- Review Website (http://epay.sanantonio.gov/RFPListings/) for:
 - Summary of Pre-Submission Conference including questions/responses and a list of attendees;
 - Amendments to the RFCSP
- Responses to questions presented subsequent to Pre-submission Conference, if any and received prior to the deadline for questions.

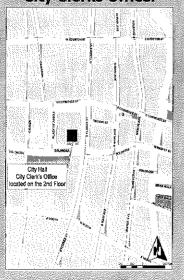
Submission Instructions

- Due Date/Time: Submittals are due <u>2:00 P.M., January 10, 2012, (Tuesday).</u>
- Hand Delivery Location: City Clerk's Office, 2nd Floor of City Hall at 100 Military Plaza (SW corner of Commerce and Flores).
- May be delivered by mail to address in RFCSP; however, <u>must be</u>
 <u>received</u> by the due dates/time as indicated in the solicitation

Restriction on Communications

- Questions (outside of this meeting) must be submitted in writing according to the Restrictions on Communication requirements of the RFCSP.
- Evaluation Criteria
- Review of SBEDA Ordinance Compliance Provisions
- Labor Compliance
- Questions and/or Information
- Adjournment





Send All Questions To: Maria.godina@sanantonio.gov

